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Office Memorandum • UNITED STATES GOVERNMENT

TO : Executive Officer/TR

DATE: 19 April 1956

FROM : Acting Chief, Instructional Services Branch/TR

SUBJECT: Weekly Activity Report No. 16
12 April - 17 April 1956

SIGNIFICANT ITEMS

None

OTHER ACTIVITIES

1. Overseas Training Support

a. A list of 30 titles of unclassified books currently available for purchase was compiled on short notice for [] OS/TR. These subjects were covered: []

[] The list is for a student who is to leave the country. Approved by []

2. Bibliography and Research

a. Basic Survey Country Course: USSR - A Selected Bibliography. Fifty copies have been forwarded [] for class use. Completed.

b. U.S. Interests in the Near and Middle East: Work is continuing on the compilation of materials in close cooperation with [] LETS instructor.

e. The Books and Subscriptions Budget for Fiscal Year 1957 has been received. An estimate will be prepared and submitted for DTR's approval.

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3. Printing and Reproduction

a. Instructors' Guide to Current References: The 16 April issue has been distributed; the 30 April issue has been received for typing.

b. CIA/Armed Forces Reserve Training:

1) Sabotage--Study Material: 17 stencils were reproduced in 500 copies each for DC/PPS/TR [] to be collated and returned to Chief/VAS/TR Wednesday, 18 April.

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2) Sabotage Operations in Support of Military Operations--Instructor Guide for Third Meeting: 17 stencils were reproduced in 50 copies each for DC/PPS/TR; to be collated and returned to [] 18 April.

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c. Clandestine Activities: approximately 50 pages to be typed in one original and 2 copies for Instructor/Admin. Support course [] estimated completion date is Friday, 20 April.

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e. Administrative Communications: the following were reproduced, collated and distributed by E&R:

	Pages	Copies
1) Clerical Refresher	2	560
2) Foreign Language Films	2	560

4. Attendance at Language Films

a. 10 April	Italian	3 persons
b. 12 April	Russian	9 "
c. 17 April	French	4 "

5. Training Aids Completed during the Week

a. Exhibits cases have been completed for LETS/Language to show art objects and cultural artifacts.

b. Fourteen charts on Africa were completed for LETS []

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c. Work completed for PPS/TR:

1) OTR Notice: 1 page publication layout and 15 ozalid copies.
2) OTR Bulletin: Four insertions.

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